



Capitol Club Chapter Board of Directors Meeting Minutes of January 3, 2017

Attendees (Quorum = 6):

- Board of Directors: Jim Taber (P), Troy Orwan (VP), Pete Friesen (T), Joe Durso, Donya He, and Bob Lindseth
- Via telephone: Kevin Crouse, Laura Sunden and Jeff Snyder
- Guests: Mike Dolim, Glorianne O’Neilin, Andrew Vonada (President & CEO JBM) and Brad Lewis (JBM)

President’s Opening Comments/Welcome Discussions (Jim Taber):

- President Taber called the meeting to order at 12:00 PM and welcomed all. Jim took the time to thank the Board for their efforts making CY 2016 a great success for Chapter.

Secretary’s (S) BoD Historical Minutes Report (Jim Taber):

- Minutes for the November meeting were reviewed. President Jim Taber introduced the minutes due to Bill Reed’s absence.
- **Motion/Discussion/Vote:** Bob Lindseth motioned for the minutes to be accepted, Joe Durso seconded, and the minutes were passed as written.
- For communications and transparency, the meeting minutes are posted on the Capitol Club web site: www.dccapitolclub.com.

Treasurer’s (T) Financial Report (Pete Friesen):

- Treasurer Friesen provided the October 2016 financial report as a hardcopy to attendees (see below for a synopsis):

<u>Operating Funds</u>	<u>Starting</u>	<u>Income</u>	<u>Expenses</u>	<u>Balance</u>
Checking Account:	\$20,325.56	\$ 61.34	\$11,321.27	\$ 9,065.63
Money Market:	\$ 1,284.69	\$ 0.05	\$ 0.00	\$ 1,284.74
Fidelity:	\$34,167.25	\$123.59	\$ 0.00	\$34,290.84
Total Operating Funds:				\$44,641.21
Cash-On-Hand:	\$132.75	\$0.00	\$0.00	\$ 132.75
PayPal Account	\$ ---	\$--	\$--	\$ 515.97
 <u>Educational Foundation</u>	 <u>Starting</u>	 <u>Income</u>	 <u>Expenses</u>	 <u>Balance</u>
Savings	\$6,543.28	\$0.27	\$0.00	\$6,543.55

- **Expenses:** Treasurer Friesen noted the expenses incurred were \$11,321.27 for December: \$235.00 check to Kathleen O’Reilly for Outreach 2014, \$2,008.49 check to Marriott for MNF Function, \$390.60 to La Prima for four luncheons, \$2,500.00 to Jonathan Thews for scholarship, \$1,213.15 to Jim Taber for Chapter expenses and \$4,974.03 for Holiday Party.
- **Deposits:** Total deposits were \$61.34 from luncheon fees.
- Donations received to-date were also included on the second page of the submitted report.
- **Discussion:** Additional \$285.00 received from Kevin Crouse for luncheon fees was not included in this month’s report, but would be included in the January 2017 report.
- Jim Taber reported that the Chapter used \$21K for its CY16 operations and maintenance, and highlighted the need to include this information in the building of CY17’s budget. The
- **Motion/Discussion/Vote:** Bob Lindseth motioned for the Treasurer’s Report to be accepted, it was seconded by Joe Durso, and the motion passed.

Program Committee Report (Kevin Crouse):

- Upcoming Events:
 - **25 Jan** – Topic: ; Consortium Based Other Transaction Acquisition by ATI; Location: Schafer, Arlington, VA; Time: 11:30-1:00
- **Discussion:** Kevin stated the need for speakers for the months of February and March. Donya He and VP Orwan volunteered to find potential speakers for February and March luncheons.

Membership Report (Laura Sunden):

- Laura reported the CC membership is up to 930 members with 24 new members.

Awards Report (Joe Durso):

- NSR

Outreach Report (Laura Sunden):

- Laura reported in the process of coordinating/scheduling two outreach/membership drive events, 1) 25 Jan, 5-7pm, Mussel Bar & Grille in the Ballston area of Arlington, and 2) 9 Feb, 5-8 pm, Clyde's at Mark Center in Alexandria.
- The need for more BoD participation was highlighted.

Old Business:

- **Annual Convention Recap (Bob Lindseth and Mike Dolim):** Mike reported that this year's National Convention was on-par with last year's numbers; booths sales up slightly with number of attendees and vendors being about the same. STEM participation and attendance doubled and was one of the highlights of the convention. Mike and Bob stated that a large part of the success of the Convention was due to volunteer support and thanked all who volunteered for their support.
- **Bylaws and Constitution Update (Chopper Lamb):** Chopper Lamb has transcribed the original Bylaws and Constitution (originally scribed on a stone tablet) into a digital format. Copies will be made available to BoD to review and comment by February BoD meeting.

New Business:

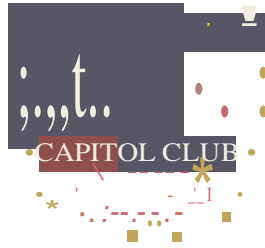
- President Taber stated the need to build a CY 2017 budget that would include expanding the Chapter's events and outreach programs.
 - Develop an active MNF events with local embassies starting with Australia
 - Schedule more Town Hall meeting, starting with a government panel forum in the May-June timeframe (VP Orwan).
 - Coordinate multiple ½ day forums
- VP Orwan stated the benefits of teaming with other Mid-Atlantic Chapters for social and professional events, starting with the Baltimore Roost.
- Andrew Vonada and Brad Lewis of JBM presented a brief on the mission and services their company provides.

Bob Lindseth motioned for the meeting to be closed; Joe Durso seconded; and the motion was approved by the BoD. The meeting closed at 13:02 PM.

The next CC BoD meeting is 7 March. All BoD meetings, without classified presentations, are unclassified and open to all members.

Respectfully submitted,

William Reed
Secretary
Capitol Club
P. O. Box 25333
Alexandria, VA 22313



**CAPITOL CLUB FINANCIAL STATEMENT
FOR October 2016**

OPERATING FUNDS	STARTING	INCOME	EXPENSES	BALANCE
PENFED				
CHECKING	\$19,417.41	\$ 35,939.09	(\$37,487.73)	\$17,868.77
MONEY MARKET	\$16,284.11	\$ 0.53	(\$15000.00)	\$1284.64
MMCERTIFICATE	\$20282.63	\$ 6.71	(\$20,289.34)	\$ 0.00
Closed 10/7/2016				
TOTAL				\$0.00
FIDELITY	\$0.00	\$35,211.00	(\$75.00)	\$35,136.00
CASH ON HAND	\$132.75	\$0.00	\$0.00	\$132.75
Paypal Account				\$2,004.10

**EDUCATIONAL FOUNDATION
FOR October 2016**

OPERATING FUNDS	STARTING	INCOME	EXPENSES	BALANCE
SAVINGS	\$4,542.80	\$2,000.20	\$0.00	\$6,543.00
DETAILS				
CAPITOL CLUB				
Deposit		\$ 35,939.09		see sheet 2
DEBITS	Transfer to Fidelity		(\$15000.00)	
	ck 615		(\$208.01)	LaPrima Food Group
	ck 617		(\$68.72)	Bill Reed- BoD lunch
	Transfer to Education Fund		(\$2,000.00)	Per Raytheon donation
	Transfer to Fidelity		(\$20211.00)	
			(\$37,487.73)	
EDUCATIONAL FOUNDATION				
RECEIPTS		\$2,000.00		Transfer from Checking
DEBITS				

Deposits	
PayPal deposit	\$ 727.65
CD Close Out Proceeds	\$ 20,211.44
Transfer from MoneyMarket Acct	\$ 15,000.00
	\$ 35,939.09
Pending on account at Paypal	\$ 2,004.10
money market	\$

Donations Received Aug 2015- Sept 2016

Date	Donor	Amount	Designation	
Aug-15	Joe Durso	\$ 250.00		check
Sep-15	Jeff Snyder	\$ 250.00		paypal
Sep-15	Cheryl Badders Textron	\$ 250.00		paypal
Sep-15	James Taber- Xcom	\$ 250.00		paypal
Sep-15	james taber- personal	\$ 250.00		paypal
Sep-15	Donna Snyder- Arlington PS	\$ 250.00		paypal
Sep-15	Rahul Gadkari- Nat'l Inst	\$ 250.00		paypal
Oct-15	Raytheon	\$ 2,000.00	2015 Major Spons1	check
Oct-15	Jeff Snyder	\$ 250.00		
Nov-15	Kiersten Coon- Liberty Group	\$ 250.00		paypal
Nov-15	Laurie Buckhout-Corvus	\$ 250.00		paypal
Nov-15	Ravenhearth	\$ 250.00		check
Dec-15	Paul Innella- TOI	\$ 2,000.00	2015 Major Spans*	paypal
Dec-15	Phoebus- Zenth Tech Partners	\$ 250.00		paypal
Dec-15	Thomas Billington	\$ 250.00		paypal
Jan-16	Jeff Snyder	\$ 500.00		paypal
Mar-16	Jeff Snyder	\$ 250.00		paypal
Apr-16	Ray DeMeo- Viresc	\$ 250.00		paypal
Apr-16	Jim Gingrich- Keysight	\$ 250.00		paypal
Apr-16	Ray DeMeo- Viresc	\$ 2,000.00	2015 Major Spans*	paypal
Apr-16	Raytheon	\$ 4,000.00	2016 Major Sponsor, Scholarship	
Jul-16	Terracom	\$ 250.00		check
Sep-16	James Tabor	\$ 250.00		paypal
Sep-16	Donna Snyder- Arlington PS	\$ 500.00		paypal
Oct-16	Lars Tolstrup- Terma	\$ 2,000.00		paypal